

SURPAC MEETING MINUTES

MEETING TITLE	SURPAC Meeting Notes
DATE & TIME	June 14, 2012 6:30PM
LOCATION	Sherwood Civic Building – Community Room
FACILITATOR	Charles Harbick – SURPAC Chairman
NOTES TAKEN BY	Tom Pessemier

ATTENDEES

Name of Board Members

Charles Harbick - Chair
Scott Johnson - Vice Chair
Tim Heine
Bob Silverforb
Amanda Bates
Dennis Durrell

City Staff

Tom Pessemier
Bob Galati
Craig Gibons

Council Liaison

Matt Langer

MEETING NOTES

Approved: _____

1. **Call Meeting to Order** The meeting was called to order at 6:30 pm by Chair Harbick
2. **Approval of Minutes** – Bob Silverforb moved and Amanda Bates seconded the motion to approve meeting minutes from 5/10/11. The motion carried 5-0 with one abstention from Dennis Durrell whom was not at that meeting.
3. **Projects Update:**
 - a. **Plaza:** Mr. Pessemier reported that the Cannery Square Plaza celebration was well attended. He also noted there were some continuing issues with the water feature that needed to be worked on.
 - b. **Community Center:** Mr. Pessemier noted that the bids for the project came in recently higher than anticipated and that staff would be looking at the information to make decisions moving forward and would advise the URA Board.
 - c. **Downtown Streets:** Mr. Galati noted that the design was proceeding and that additional meetings with effected business owners would happen as the design became more complete. The schedule had been looked at in more detail and Construction is expected to be completed before Cruise-in next year.

4. **Budget Update:** Mr. Gibons gave an update on the Budget that was recently passed by the Budget Committee. He noted that everything was going as planned and the Capital projects identified were on schedule to be constructed as discussed in the past.
5. **URA Financial Reports:** Mr. Gibons gave an update on the updated financial reports and noted the changes from the prior reports which were minor.
6. **Future Project Prioritization:** A request was made by Charlie Harbick to add a couple of projects to the prioritization list that were not on the list passed out to SURPAC. Those projects were the remaining Alley's and the Branding/Wayfinding project. With the addition of those projects to the list Staff presented a description of each project and SURPAC members gave a rating of A, B or C for each project. Staff tallied the results with one point assigned for A; two points for B; and three points for C. The lower the score of the project the higher the importance. The results are as follows:

Future Project Initial Ranking		
Rank	Project	Score
1	Cedar Creek Trail	5
1	Façade Grants	5
3	Sidewalk Improvements	6
4	Property Acquisition	8
5	Branding/Wayfinding*	9
6	Alley's	10
7	Oregon Street Improvements	11
7	Lincoln Street Improvements	11
7	Main Streets Program	11
7	Traffic re-routing Study	11
11	Parking Study	13
11	Parking Lots	13

* Amanda Bates left early and did not score this project

We discussed how these rankings were initial and further refinement would be necessary. skating on the plaza, and that the Council had asked staff to bring a skateboard ordinance to the next Council meeting.

7. **Future Meetings Date:** Mr. Pessemier noted the Joint URA/SURPAC Meeting scheduled for June 19th at 5:30pm and the next regularly scheduled meeting July 12th, 2012 at 6:30pm.
8. **Adjourn –** The meeting was adjourned around 8:30 p.m.